

STATE LIBRARY REPORT

May 12, 2006**Reference Services***Outreach and Training*

Cindy Bassett has been hard at work providing training for state employees in the use of our online resources. Previously, monthly training was provided for SOS staff. In addition, Cindy did training at various sites for other agencies. This calendar year she established a regular monthly training at the Truman Building using their training lab. Each month features a different online resource. This has been very successful and has caused state employees to ask for more even training..

Cindy discovered the State Training Advisory Council (STAC) whose members provide training for the state employees of their agencies. Cindy is now serving as the SOS representative on this council and has been able to spread the word about our training and resources very successfully through this group.

At the request of attendees of our training sessions, we now have a listserv set up to send out notices about training being offered. All members of STAC were immediately subscribed to the list. They will then forward the information out to their agencies. Any state employee who wishes to subscribe can.

Cindy and Jason are working on a training page for the Reference Services web site. It will allow online sign up for training sessions in addition to information about upcoming training offerings. Reference Services Access Services team created a user's survey intended for all state employees. This online survey had a dual purpose. It asked state employees if and how they used our services and asked them to rate their results in using them. It also served as an informational tool for state employees who had not used our services. It provided links to information on the Reference Services web site, and there are now more employees who know about our services and are using them. Many respondents asked for additional information, and we are in the process of providing that. Once the IT Division completes their work on the database created by the responses to the survey, Access Services will prepare a report on the results. This report will be distributed to the council in the near future.

Statewide Summer Library Program

Nancee Dahms-Stinson, the Youth and Senior Services Consultant, attended the annual Collaborative Summer Library Program (CSLP) business meeting, held in Princeton, New Jersey in April. State representatives from all CSLP member states gather at the meeting to determine future themes, artists, and slogans. The theme for 2008 is bugs, with "Catch the Reading Bug" as the theme for children and "Metamorphosis @ your library" the young adult theme. Highsmith will pursue Harry Bliss, artist for *Diary of a Worm* and *Diary of a Spider*, to create

the art for “Catch the Reading Bug.” Representatives suggested several graphic novel artists to execute the art for the 2008 teen program.

Mark Teague, author of the Detective Larue books has completed the art for “Get a Clue @ your library,” the 2007 children’s theme, which focuses on mysteries and puzzles. Russell Walks, who also executed the art for the Creature Feature (2006) theme, is nearing completion for the 2007 teen theme art.

The 2009 summer library programs will focus on music and art, and the potential concept for 2010 is water, including rivers, streams, oceans and themes.

Training and Continuing Education

2006 Library Skills Institutes

The 2006 Summer Institute will be held August 8-11 at the Quality Inn in Columbia. The Institute will feature a Basic Course, an Advanced Course on Library Services for Young Adults and an Advanced Course on Library Administration and Management. Registration will open the week of June 5 and the deadline for registration is July 24. During the same week, the State Library will host “How to be an Effective Technical Trainer: A Workshop for Libraries with Computer Training Labs.” As part of the Bill and Melinda Gates Foundation Staying Connected Grant, the State Library is partnering with MOREnet to offer a three day training for library staff who teach technology courses and workshops in their computer training labs. The Trainers’ Camp has been developed to enhance the skills of library staff who train other staff members and the public.

Online Tutorials

Since September 2005, the State Library has conducted eight online tutorial sessions training 327 library staff on copyright basics, managing difficult patrons, improving co-worker relationships, and reaching teenagers. The tutorials consistently receive positive evaluations with request for more training in this format. These online tutorials were developed by the University of North Texas and take approximately 2 hours to complete. The State Library is also pursuing a more in-depth online experience with Simmons College Graduate College of Library and Information Science Continuing Education Program. In October, we plan to offer an online course focused on young adults services titled “Manga, MP3s, and MMORPGs: New Mediums and Young Adults.”

Show-Me-Steps Grants

The Show Me Steps program continues to fund grant requests for all types of workshops, conferences and web-based courses. Thirty-six grants have been approved this fiscal year.

Missouri State Library Continuing Education Committee

The Missouri State Library Continuing Education Committee met on April 12, 2006. The committee heard presentations about the training efforts of the Missouri Association of School Librarians and the Kansas City Metropolitan Library and Information Network. The committee

discussed and reviewed enhancements to the online continuing education calendar. Updates are scheduled to be complete by October. The current training needs were the major focus. Each library representative at the meeting shared a training need relevant to their staff and the training providers highlighted recent and upcoming workshops. The next meeting is scheduled for August 3.

Library Ambassadors Workshops

The State Library will be offering three workshops on “Crafting Your Message” in June. This workshop is designed to train directors and staff on leading effective presentations; managing meetings; and mobilizing communities. Participants will learn how to tailor messages to specific audiences, learn to create an effective action plan, and learn how to develop a lasting vision and mission statement for their library and community. They will be held on June 6 at Poplar Bluff Public Library, June 8 at Lebanon-Laclede Library, and June 13 at Ray County Library in Richmond.

Spanish that Works Workshops

The Missouri State Library recently entered into a cooperative pilot agreement with the Barry-Lawrence Regional Library District to offer staff development in Spanish language skills. Using the program developed by Elizabeth Almann of Learning Light Educational Materials and Service call *Spanish that Works*™, the Barry-Lawrence Regional Library was able to address the cultural diversity and need to improve customer service to the Spanish-speaking patrons of its community. A Barry-Lawrence staff member was able to teach the course for eleven staff members. The system concluded their training on April 10. The instructor and participants spoke very positively of the program and the experience.

Spanish that Works™ offers an innovative and successful curriculum in basic communication in Spanish. The original *Spanish that Works*™ course was written specifically for librarians and library staff. *Spanish that Works*™ teaches a library staff to speak Spanish for the library setting. The program uses the basic vocabulary of library-related terms and activities. The course is ideal for beginners or for staff who want to learn how to or become confident to speak. The interactive program includes group practice and dialogue role-play. Participants learn how to do practical things with the language, such as how to ask for a library card, guide patrons to materials, or determine if a situation requires a translator. The course is designed to be completed in as little as 16 hours, or about 2 hours per week for 8 weeks.

Over 60 libraries in 28 different states using *Spanish that Works*™ have found it to be beneficial in many ways. Staff feels empowered to be able to better help Latino patrons. Bilingual staff teaching the course receives valuable experience and recognition for their skills. Spanish-speaking patrons feel more welcome in the library and can more easily use the library's services.

The State Library looks forward to working with other libraries that need staff development in this area.

Bilingual Story Hour workshops

As Missouri's demographics change, libraries must meet the needs of their users with limited English proficiency and those of differing cultural heritages. People with limited English proficiency and those who work with them are challenged both by the task of learning English and the lack of information for those who have not yet mastered the language.

The Bilingual Story Hours workshops focus on the importance of outreach and community involvement when serving Latino populations. The workshop provided participants with an opportunity to explore program development for the presentation of bilingual story hours with accompanying activities, bilingual outreach services and collaboration with community groups to provide the services. Emphasis was on Spanish bilingual presentations.

Workshops were presented in: Springfield, Columbia and St. Joseph for Missouri library personnel including school librarians. Fluency in Spanish was not necessary to benefit from the workshop presentations

KET Materials on DVD and CD

Kentucky Education Television GED Connections and Workplace Essential Skills programming are now available in both video and digital formats. Participating Missouri libraries have been provided with the DVD and CD formats of the programming which were originally provided only by video tapes. These materials are provided from the Missouri State Library, in cooperation with the Department of Elementary and Secondary Education. In addition, a one-day training session was provided to the staff of participating libraries by DESE.

Summer Reading Program Workshops

Paws, Claws, Scales & Tales: Children's Summer Reading Program Workshops

More than 185 public and school library personnel attended the 2006 Paws, Claws, Scales and Tales summer reading program workshops. The interactive workshops are designed to provide ideas, skills and motivation to youth services personnel planning summer reading programs for children from birth to age 12.

Two teams of three "Librarians Unleashed" provided the workshops in northern and southern Missouri. Kim Flores, Springfield-Greene County Library, Janea Coker, Barry-Lawrence Regional Library, and Carrie Cline, McDonald County Library traveled to Springfield, Lebanon and Cape Girardeau in March, sharing songs, school library visit ideas, and craft activities.

Hollis Stolz and Sarah Howard, both of Columbia Public Library, and Peggy Northcraft, Hannibal Free Public Library, served as the Librarians Unleashed team for workshops in Carrollton, St. Louis and Columbia. The team shared a skit for using at school programs to promote the summer library program, as well as numerous craft, game and activity ideas, tips and suggestions for storytelling and booktalking, and taught the audience many pet-themed songs.

As always, all of the Librarians Unleashed stressed the importance of featuring books at all summer activities, and reminded everyone to “paws to read.”

Creature Feature: Teen Summer Reading Program Workshops

Kim Patton, young adult specialist at the Lawrence (KS) Public Library, presented the Creature Feature workshops in Poplar Bluff, St. Louis, Macon, Springfield and Kansas City. Approximately 135 public and school librarians attended these workshops to learn new ways to promote and conduct summer reading programs for teens and share ideas about collaborating with each other.

Center for the Book

The Missouri Center for the Book honored the Missouri winners of the Letters About Literature Contest. The ceremony was held on April 11, 2006, at the James C. Kirkpatrick State Information Center in Jefferson City. The winners received certificates and cash prizes for their efforts. First place winners also received a \$50 Target gift card. Some of the winners were also honored with resolutions from their representative or senator. In addition, the first place letter in each level was sent to Washington, D.C. to compete nationally. Missouri had one entry which made it to the top twelve.

The Letters About Literature contest encourages young readers to explore their personal responses to books and then express those responses in a creative, original way. The Missouri Center for the Book has sponsored the contest for twelve years, and in that time over 13,800 Missouri students have submitted entries. Missouri is consistently among the top states in the nation in number of entries.

This year, 1,800 Missouri students entered the contest. Entries were divided into three competition levels: Level I (grades four through six); Level II (grades seven and eight); and Level III (grades nine through twelve). A first place, second place, and two honorable mention winners were awarded for each of the three competition levels.

Letters About Literature is presented in conjunction with the national [Center for the Book](#) in the [Library of Congress](#), in partnership with Target Stores.

Missouri State Library Scholarship Program

The State Library has received ten applications for the State Library Scholarship program from students attending the fall 2006 semester. Applications are currently under review and the State Library hopes to make announcements by July 1. Currently there are 25 students completing winter 2006 classes and five of those students plan to graduate in May. 18 students have enrolled in the summer semester and one plans to complete her degree program at the end of the semester. Spruce Fraser has completed her work commitment at St. Louis Public Library in February. Four students have now completed work commitments in publicly funded libraries as a match for their scholarship funding. Seven graduates are currently working toward completion.

Library Services and Technology Act (LSTA) Program Survey

The State Library conducted a survey of the library community in August of 2005, to create a base of information and continue with a trend analysis of LSTA fund use. However, the response to the survey was fairly low.

In order to ensure the State Library is funding programs which best meet Missouri library needs, Secretary Robin Carnahan and State Librarian Margaret Conroy requested the survey be updated and redistributed. The survey asks for opinions on the current grants and statewide projects. It also asks for suggestions for new programs to address library needs in Missouri. The target audience for the survey includes library staff and public library trustees. The survey is available online at <http://www.sos.mo.gov/library/development/LSTAsurvey.asp>, through the month of May 2006.

The survey results will be reported in Newsline. In addition, the survey results will be used to shape the LSTA program for FY08 and beyond.

The following LSTA grants totaling \$139,941 were awarded in April 2006.

Spotlight on Library Programs Grant

Albany Carnegie Public Library - \$1,100

This grant request is for two performers to entertain during a library centennial celebration. One performer will portray Andrew Carnegie. This presentation will inform and educate library patrons and guests of the life of Mr. Carnegie.

Bring in an Expert Grants

North Kansas City Public Library - \$1,500

The “Building an Effective and Cohesive Staff Team” project is a process of nine (9) full time staff members learning about and taking an assessment tool to develop an individual profile. This profile will enable each staff member to learn about how to maximize his/her work environment and work as a productive, positive team member.

Bollinger County Library - \$559

An expert to talk to five library staff members and invite technology people from the four county schools and city and county commissioners about new technology.

Livingston County Library - \$3,200

Funding will be used to hire an IT consultant to review and update the library’s IT policies, specifically the long-range technology plan and create a disaster recovery plan. The consultant would also train IT staff on the best practices and administration of Microsoft software.

Cedar County Library District - \$4,915

Hire H. Hadley Sleight, a professional space planner to help us design the space at the El Dorado Springs branch of the Cedar County Library to improve the traffic flow and to improve security for the patrons and staff.

Planning and Standards Grants

Trails Regional Library - \$15,000

A community survey of the Trails Regional Library to gain insight into why residents do or do not use library services and what might be added or improved to increase their use of the library.

Training and Professional Development Grants

Joplin Public Library - \$924

Workshop for supervisors with little or no human resources background. Will give supervisors the tools and knowledge they need in working effectively with staff by covering such topics as appropriate interview questions, effective evaluations, staff training, documentation, and Federal employment laws.

UMKC Health Sciences Library Network - \$1,980

Participants will familiarize themselves with the information needs of hospital administration and the resources and services by which those needs can be fulfilled. The target audience includes medical, special, academic, and public librarians who work in or with the Missouri healthcare community.

Senior Fair Grants**Cedar County Library District - \$1,793**

Fair to introduce seniors of Cedar County to library services and to other services in the county of interest.

LSTA Technology Ladder Grant**Boonslick Regional Library - \$13,513**

MOREnet made recommendations after completing the Network Assessment for this library system for which they are now requesting funding. The equipment will improve and expand performance of the network throughout their library district.

Summer Library Program Grants**Daviess County Library - \$2,677**

Library will use their van to take the program on the road to five communities in their county.

DeSoto School District #73 - \$9,974

To open the school library for twelve sessions; providing activities and circulating books.

Sikeston Public Library - \$7,908

Public Library will reach out to teens through a partnership with the Sikeston Middle School, YMCA Summer Day Camp.

Daniel Boone Regional Library - \$7,568

Public Library, Columbia Public Schools and Centro Latino Summer Camp are collaborating to reach kindergarten through 5th grade students attending organized summer programs but without convenient access to library services.

Cape Girardeau Public Library - \$4,243

Library will extend program activities to Civic Center Boys and Girls Club, Girl Scouts, Boy Scouts, summer school sessions, and local daycare providers. The library will also increase marketing to various community groups to increase participation.

Hannibal Free Public Library - \$2,112

The Library will target the 6 to 8th grade students attending the Summer School Reading Academy, who rarely use the library.

Ray County Library - \$10,000

The Library will collaborate with 4 local school districts to increase participation in the summer reading program.

Jefferson County Library - \$7,597

The Library will partner with two school districts to provide a summer reading program for students outside the library service area.

Hamilton Public Library - \$4,122

The Library will use a van to provide the summer reading program to children in towns in Caldwell County, not served by a library district.

St. Louis Public Library - \$14,925

The Library would use St. Louis Public School staff to work from four library branches to reach out to nearby summer schools. These staff will provide outreach to the schools, and program activities at the library.

Springfield Greene County Library - \$14,826

The Library will develop *Summer Reading to Go* to take the program to children spending their summer in school or day camps such as the Ozarks Regional YMCA.

Morgan County R-I - \$3,610

The School Library will provide a summer reading program for children in communities 10 miles or more from the county public library.

Moniteau County-California district - \$1,000

Library will partner with the high school and middle school to provide a series of programs to encourage teen participation in summer reading program.

Bollinger County Library - \$7,445

To pay for staff of the four school libraries in the county to stay open 60 hours during their summer school sessions, plus costs of supplies.